APPROVED MINUTES

Adult Education Advisory Committee February 14, 2007 Utah State Office of Education Room 241 – 9:00 a.m.-11:00 a.m.

Present: Herb Clark, Jeff Galli, Sandi Grant, Scott Greenwell, Kathleen Johnson, Cindy Krueger, Marty Kelly, Edie Mitko, Wayne Mifflin, Norman Nakamura, Marilyn Nunez, Paula Oakey, Nate Southerland, Barbara Smith, Andrea Worthen and Carolyn Johnson (Secretary)

Excused: Nancy Birchell, Agnes Chiao, Jared Haines, Hector Mendolia, Randy Merrill and Russ Thelin

Guest: Margaret Segall

Welcome:

Herb welcomed everyone in attendance, and introduced Margaret Segall, a Research Associate from the University of Utah, attending as a guest, and Barbara Smith, attending as a new member of the Advisory Committee that will be serving in the position for the Utah Family Resource Center (PTA).

Approval of Minutes:

The minutes of **January 10, 2007** were reviewed and Scott moved to approve the minutes as corrected, Marilyn seconded the motion, and the motion passed.

ADVOCACY – Legislative Update – Jeff Galli

a. Jeff explained that corrections education has been "flat-funded" for a number of years and don't receive the cost of living benefit as regular teachers because they are not indexed to the WPUs. Superintendent Newbold, of Jordan District, had intimated that it was not right and he would have to start laying staff off. Jeff indicated he took that information to the legislature indicating one of the superintendents made the pitch that corrections needed to be indexed, but said it didn't look like anything would be done. Jeff indicated that next year it will be a priority to go to the State Board and make an official request.

Jeff indicated that money for adult education appeared that there would be a \$256,000 increase over last year (2.8 percent) but when spread among 39 districts might not seem that much.

Scott offered an additional explanation regarding K-12 funding through the WPU and how it affects the adult education staff differently because they are not connected to it. Adult education funding comes from a separate appropriation and has remained flat for the last 5 to 6 years. As teacher salaries, costs and benefits go up, the funding level remains flat. Scott indicated something has to changes as the situation is almost at crisis level.

It was concluded that it would be mandatory to get on the State Board's priority list (by August) to receive any action at the legislature. Comment was made that there is a need to request a "cost of living increase" for adult and corrections education every year, which at one time was built into the adult education funding formula six or seven years ago, but for whatever reason was taken out. Marty was asked about the upcoming presentation to the Board, and she explained the 5 to 7 minute agenda she and Herb were doing along with the backup materials they were bringing.

b. Letter to Legislators update – Herb

Herb reported that the draft letter he emailed to the committee members for their input and revisions last month had been finalized and personalized to the individual senators and representatives of the legislature. He had signed them, hand-carried them to the capitol and dropped them off at security with instructions (providing names of a senator and representative) for them to be passed out in the house and senate. Herb indicated the letter expressed a "Thanks" for their support and an explanation of what their support did for the state, as well as included enclosures of a Fact Sheet and a Fingertip Facts document. Herb said he had not had any responses regarding the letter, nor had any of the committee members as of this date.

LOCAL PROGRAM ADVISORY COMMITTEE SURVEY

a. Preparation on Advisory Committees for St. George Meeting – Scott Greenwell

Scott explained that he, Nancy Birchell, Nate Southerland, and Herb Clark were meeting together after the Advisory meeting to discuss the presentation they would be producing for St. George. Specifically it was going to be a Power point presentation explaining why programs need advisory committees, what they are for, and how they are set up? Scott said the group would draft a sample of By-Laws as a guide that would be passed out, and there would be discussion regarding minutes, selecting a chair, and a vice-chair. Comment was made there would be different challenges regarding the rural and urban districts. Scott indicated that UAACCE would be hosting a workshop on advisory committees in the near future.

PUBLIC RELATIONS

a. PSA – Update

Cindy indicated that some of her students had seen some of the PSAs around 4:00 p.m. Other comments indicated PSAs had been seen very early in the morning. It was reported that there has only been one phone call to the State Office of Education as a follow up to seeing a PSA. Nate asked Marty if she would like the PSAs added to the website, and indicated he would check with Jessica about the possibility of adding a link for that to happen.

b. Letter to TV Stations regarding PSAs

Herb indicated the drafts Nate had prepared to the TV stations regarding the PSAs had been finalized and sent out. It was briefly discussed whether or not the audio part could be advertised over radio stations, and Edie suggested putting some Adult Education Fact Sheets into some boxes at the KRCL Radio Station. She said the DJs would see them and "get the word out." Cindy offered to use her people and help pass whatever materials were necessary to assist with advertising. Herb concluded this agenda item with an effort to pursue PSA dialogs with DJs and requested Cindy and Edie to report back at the next meeting. Nate said the radio issue should be researched for standard format length, and suggested that the Spanish language media would be a great place for delivering PSAs

OPEN PATHWAYS – update from DWS – Kathleen Johnson

a. Kathleen talked about the Department of Workforce Services, Economic Development and the Department of Education working together to identify industries short of employees so that students can be prepared in training and education for degrees in those areas, (with encouragement from the Governor).

She indicated there is \$700,000 in funds not being utilized for approximately 15 employers to apply for by February 28th. This money would be used to train employees for higher levels of skills that would move them to a higher pay-scale within their company. The employer applies, (or groups of employers apply with similar occupations) and the money goes directly to them without any eligibility requirements. Presently a group of hospitals involving Beaver, Milford and Panguitch are trying to form a consortium to obtain funding that will enable their aides and nurses to move to a higher level. The

money can also be used to bring in trainers of a bonafide business to train employees on their equipment, and, then in turn, the employees can train their peers.

Kathleen explained she sees money going to Dixie and SUU so the nurses at Valley View can go to college and still get paid while they take time off to get their bachelor and masters degrees to become nursing instructors. She said there is an instructor shortage and IHC has given a lot of grants out to those two schools to assist with that due to the vested interest in the shortage of nurses. Kathleen explained a lot of information is online to printout. Clients can come in to talk to employment counselors; there are brochures available at the centers to hand out to the customers.

Kathleen said the she will be meeting together with DWS, Marty and Russ within the next three months at the scheduled meetings for DWS's Eastern, Northern, and Mountain Land regions to discuss pathways, referring clients, and comparing each others services. She said the first meeting is schedule for Thursday, March 22nd in Ogden, and the next meeting will be in Price on April 12, 2007.

b. Herb reported that Russ sent a draft letter to him for review regarding that representation of adult education (Marty Kelly) on the WEEDA committee. Herb indicated he was aware that the letter had been finalized and sent, but had not heard any response or feedback. He questioned whether or not the committee had heard any results, and nobody reported they had. (Russ was not present to answer any questions.) Marty has not received any feedback.

CELEBRATING ADULT EDUCATION

a. Website Possibilities

Various ideas were briefly discussed and comment was made that if a link was made for the PSAs this may be a consideration for the celebration stories also. At a previous meeting Nate was going to check with Jessica, at UEN, regarding a folder for the stories. At the conclusion of this item it was suggested that Nate, (UEN) would work with Shannon concerning a link, at the Utah State Office of Education, who updates the website.

Carl Perkins

At the request of Herb, Jeff gave a brief explanation of the Carl Perkins (federal) funding indicating it is vocational money flowed through the state on a formula-based process to school districts. Jeff said over the years part of the Carl Perkins funds had been set aside for corrections but is now changing categories. Jeff said in the past they have funded sites with it but now they have to look for statewide activities to spend it on.

OTHER BUSINESS

a. Membership open positions

Business and Industry – Russ Thelin – L-3 Communications

Herb will call Russ to see if any progress or commitment has been made by L-3 Communications to serve in this position. If not, Nate strongly suggests contacting the Chamber of Commerce, (there are numerous branches to choose from). It was recommended that as soon as clarification is made relating to the L-3 Communications with Russ, Herb will call Edie who offered to make contact with the Chamber of Commerce.

OTHER ITEMS:

- Cindy announced there is a conference in April 2008 in collaboration with UAACCE and Mountain Plains. It will be held at the Radisson Hotel and as of this date are expecting 400 participants. She encouraged any assistance with key note speakers, door prices, etc.
- Scott announced UAACCE is sending a three-member delegate back to Washington DC for NCEA Day on the Hill to advocate for adult education. The three individuals will be:
 - ✓ Todd Bird, representing Prisons and Institutional Education
 - ✓ Nickie Lovell, representing After School Programs
 - ✓ Scott Greenwell, representing Community Education.

AGENDA ITEMS for April

- Report on Advisory Committees Presentation at St. George Scott Greenwell/Herb Clark
- Report on Radio PSAs Edie and Cindy
- Report on the UAACCE Workshop, "How To" Scott Greenwell
- April Board Meeting Marty Kelly
- Report on the NCEA Day on the Hill in Washington Scott Greenwell
- Open Pathways (How many companies have applied) Kathleen Johnson

Herb mentioned the agenda items included a lot of reports for meetings coming up in March, and encouraged members that if any additional items came up to please contact Carolyn or him.

ADJOURN

Herb thanked everyone for attending. The next scheduled Advisory Meeting is scheduled for Wednesday, April 11, 2007 at 9:00 a.m. in Room 241 at the Utah State Office of Education. Edie motioned to adjourn and Cindy seconded it, the motioned passed.